

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the PIMA COUNTY/TUCSON WOMEN'S COMMISSION and to the general public that the  
PIMA COUNTY/TUCSON WOMEN'S COMMISSION  
Will hold the following meeting which will be open to the public

**Pima County/Tucson Women's Commission  
EXECUTIVE COMMITTEE MEETING**

Wednesday, November 4, 2015 at 5:30 PM  
240 N Court Ave., Tucson AZ 85701

**Minutes (approved)**

1. **Call to order/roll call** – Meeting called to order at 5:30 p.m.  
Executive Committee present: Goodman, Sykes, Callie, Chmel  
Executive Committee absent: Hughes-Juan    Guests: none
2. **Website update** -- Chmel reported the current webmaster will no longer host and maintain the Commission website as of the end of 2015. Chmel is currently talking with a number of web designers and researching hosts for the site. A proposal will be submitted to the full commission before the end of the year. Chmel is working on the commission's Facebook page with Hughes-Juan to create more consistent posting and engagement with commission followers. Hughes-Juan and Chmel are administrators of the site.
3. **Reissue of Domestic Violence Brochure** approved by county – we have the \$2000 check from the attorney general for the brochure printing. Goodman, Callie and Chmel are finalizing the vetting of the brochure information. Discussion was had regarding the Arizona Statutes and the vetting process of those statutes. Goodman suggested hiring someone for \$20/hour. The brochure will be printed and available for distribution by January 2016.
4. **Project Proposal Review Sheets** - Goodman distributed the project review forms that need to be completed for each project/event proposed to the commission. Discussion ensued about distributing the forms to commissioners prior to the meeting at which they will be discussed and/or approved. Project forms are available online. They must be emailed to Goodman two days prior to a full commission meeting and she will distribute via email to all commissioners.
5. **Women in Government Day (WIG)** - Sykes reported on the first WIG meeting. The event date is April 29, 2015. The commission will get everything underwritten that we received last year except the box lunch. We will have to cover the cost (est. \$7 each) of the meal. We anticipate as many as 400 attendees in 2016 (100 more than 2015). The commission will need to solicit underwriting for the event costs which are estimated at \$4000 for 2016. Chmel suggested asking the city and county for a list of their vendors so we could approach those businesses for underwriting/sponsorships. Discussion ensued.
6. **New general commission brochures** – Goodman reported the brochures have been printed.
7. **Fundraising activities** – Goodman suggested Mama's BBQ as a fundraiser. Other fundraising ideas suggested by Chmel were (1.) 40<sup>th</sup> anniversary luncheon with recognized keynote speaker. We would honor a Tucson woman for her service to women's issues from each decade of the commission's 40-year history, 1976-2016 (2.) Host qtrly/monthly "Lunch and Learn" seminars. Invite a speaker from the community to talk about a specific topic relevant to women. Charge a nominal fee. (3.) "Circle of Women" roundtable discussion offered qtrly/monthly at the commission building on a specific topic pertinent to women. A commissioner could act as moderator for the roundtable. We could serve coffee, continental breakfast. Charge a nominal fee. Sell it as a package at a discounted rate.

7. **Fundraising con't** - Chmel presented an idea she and Lucy Howell have discussed as a co-promotion for My Girl Power and the commission – “History of Women through Song.” This would be a Commission fundraiser. Howell already has a \$12,000 sponsor for the tour that could be passed through the commission if the commission chooses to do so. All event costs would be underwritten by sponsors. Howell has explored venues – the downtown Music Hall seats 2200 and would be a good choice to consider. A proposed event date is March 9 which would not conflict with WIG. All these potential events would be part of a year-long celebration of the commission's 40<sup>th</sup> anniversary. Chmel brought up the idea of retaining a graphic artist to create the 40<sup>th</sup> anniversary logo/tag line for the commission that would be part of the commission's branding in 2016. Women's Equality Day was brought up as the possible culmination of the 40<sup>th</sup> anniversary celebration. We will also launch our new website as part of the 40<sup>th</sup> anniversary celebration. Chmel will complete event forms for further discussion at the full commission meeting. Goodman suggested we have a Coffee & News meeting inviting community leaders to discuss the Commission's purpose with free refreshments from Trader Joe's. Goodman noted that we had a coffee in the past & it was so successful that one of her invitees from the League of Women Voters donated \$1,500 to the Commission. Goodman said that before we have roundtables or seminars, we need to acquaint members of the community with who we are and what we do. We would only need 3 Commissioners to attend. Each Commissioner could invite 1-2 community members. We had 10-11 attending as community members in the past.

8. **Call to the public** – none present

9. **Adjournment** – Goodman adjourned meeting at 6:30 p.m.

*Persons with a disability may request reasonable accommodation by contacting the PC/TWC at (520) 624-8318. Request should be made at least 48 hours before the scheduled meeting to allow time to arrange the accommodation.*